



More than a Legend

Village of Sleepy Hollow

Department of Architecture, Land Use Development, Buildings & Building Compliance

28 Beekman Avenue

Sleepy Hollow, NY 10591

Telephone (914) 366-5101 • Fax (914) 631-0607

ARCHITECTURAL REVIEW BOARD APPLICATION

Fee: \$50 up to \$10,000 estimated construction cost (includes a \$25 minutes fee)
Over \$10,000, \$2.00 per \$1,000, plus a minutes fee of \$25 per meeting.

Date: _____ Amount of Fee: \$ _____

Name of Applicant: _____ Telephone # _____

Address of Property: _____

Tax Map Designation of Property: Section _____, Block _____, Lot(s) _____

Owner of Record of Property: _____

Reason for Application (i.e., Certificate of Appropriateness; ARB Approval of Addition, Repair,
Renovation: Sign Variance): _____

Description of work to be performed: _____

The undersigned certifies that the above is a full, true and complete statement of all material facts
concerning the application to the ARB.

Value: \$ _____ Fee Enclosed: \$ _____

Signature of Applicant

TO THE APPLICANT: Nine (9) copies of this application form and nine (9) copies of the plans (folded and ready for mailing) relating to the Application on a new building, alterations or additions, and a plot plan showing the size of the property, front yard, side yard, rear yard and the percentage of coverage, must be submitted to the Building Inspector at least fifteen (15) days prior to the monthly meeting of the ARB, which is scheduled for the fourth Wednesday of the month. If said items are not submitted by the specified date, the Application shall be deemed incomplete and shall not be placed on the agenda of the ARB.

An Application for an appearance before the Architectural Review Board for a new building or enlarging of a building cannot be processed until the following information is provided:

1. A plot plan drawn by an architect or a surveyor indicating the property and the location of the building addition.
2. Street address: _____
Section_____, Block_____ Lot(s)_____, Zoning District_____
3. Area of the lot (actual) _____.
Minimum area required _____.
4. Lot coverage (actual) _____ %.
Coverage required _____ %.
5. Yard requirements:
 - a. Actual front yard _____ feet.
Required front yard _____ feet.
 - b. One side yard actual _____ feet.
One side yard required _____ feet.
 - c. Both side yards actual total _____ feet.
Both side yards total required _____ feet.
 - d. Rear yard actual _____ feet.
Rear yard required _____ feet.
6. Floor area ratio_____.

Signed: _____
Owner or Agent